

TOWN OF BOXBOROUGH NOTICE OF PUBLIC MEETING Meeting Minutes

BOARD/COMMITTEE: Finance Committee MEETING DATE: January 19, 2021

TIME: 6:00pm

PLACE: Zoom Meeting Room Boxborough, MA

Members Present:

Becky Neville Gary Kushner Diana Lipari Keith Lyons Sachin Mathur Ling Chen (6:08)

Members Absent:

Other Attendees:

Jennifer Barrett Mark White Maria Neyland

Gary called meeting to order at 6:05pm

Administrative Topics:

- Minutes
 - January 12, 2020; Becky moved to approve as amended. Diana seconded; 5-0; Neville-aye, Lyons-aye, Lipari-aye, Kushner-aye, Mathuraye.
- RFT no RFT to discuss.
- Select Board no meeting but briefed.

Recurring Topics:

- Personnel Plan Updates Met this morning. Becky said they decided to move forward with a 1.4% increase (no step). This changes from the original 2.4% increase. About a 20k savings will be realized in Budget v3.
- Personnel Board Budget Requests (115)
 - Possibility of separation of two budgets raised to Mark who was standing in for Cindy. Although Mark said the board has not really discussed the Planning Board budget he is in favor or splitting out Planning budget and

- keep it separate from Simon and other salaries and expenses that are shared by multiple boards
- Consulting expenses Mark and Diana defended the position of allowing the planning board to have access to the requested \$5,000 in consulting fees. Becky asked for an explanation for why no consulting fees have been spent in FY21 to date.
- Legal Services expenses Request for Planning Board to have \$10,000 for use at their discretion. Gary stated we have a policy in place that we have one town fund for Legal expenses owned by the Select Board. Maria, Becky and Diana discussed various aspects of the request.
- o Salary is the Planning Board going to take their salary.

List of Exhibits used, if any

- Minutes January 12, 2021
- Agenda
- Budget

Reserve Fund Transfer Tracker (FY21):

Description	Expense	Balance	Date	Comments
DPW Salary	5,365	144,635	11/02/2020	Vacation
				Payout
Planning Board	6,900	137,735	12/08/2020	Plotter/scanner
Software				replacement
Support				
Recreation	3,235	134,500	12/08/2020	Payment of
Commission				outstanding
Contracted				invoice
Services				

Upcoming Meetings: • Feb 2

No official adjournment of meeting as the Fincom meeting transitioned into the BLF.

Respectfully submitted, Keith Lyons